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U. S. DEPARTMENT OF AGRICULTURE

GRADUATE SCHOOL
UNITED STATES DEPARTMENT OF AGRICULTURE
Washington 25, D. C.

ANNUAL REPORT,
1954-55

UNITED STATES DEPARTMENT OF AGRICULTURE
GRADUATE SCHOOL
WASHINGTON 25, D. C.

December 19, 1955

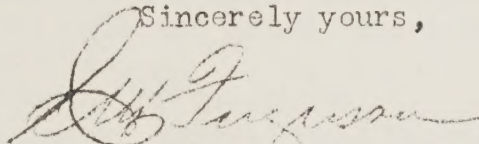
Hon. Ezra Taft Benson
Secretary of Agriculture

Dear Mr. Secretary:

The General Administration Board submits herewith the Report of the Graduate School covering activities of the school year from September 1, 1954, to August 31, 1955. Brief statistical information is appended.

A separate detailed financial report and a detailed report on educational statistics are attached.

Sincerely yours,



C. M. Ferguson, Chairman
General Administration Board

UNITED STATES DEPARTMENT OF AGRICULTURE
GRADUATE SCHOOL
WASHINGTON 25, D. C.

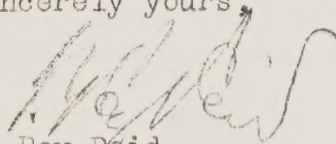
December 1, 1955

Mr. Clarence M. Ferguson, Chairman
General Administration Board

Dear Mr. Ferguson:

I submit herewith the annual report of the United States Department of Agriculture Graduate School for the year ending August 31, 1955.

Sincerely yours,



T. Roy Reid
Director

UNITED STATES DEPARTMENT OF AGRICULTURE

Ezra Taft Benson, Secretary of Agriculture

GRADUATE SCHOOL

General Administration Board

Clarence M. Ferguson, B.S.A., Administrator, Federal Extension Service, Chairman
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Ralph S. Roberts, LL.M., Administrative Assistant Secretary
Robert M. Salter, D.Sc., Chief, Soil and Water Conservation Research Branch,
Agricultural Research Service
MacHenry G. Schafer, M.A., Director of Personnel
Byron T. Shaw, Ph.D., Administrator, Agricultural Research Service
Oris V. Wells, B.S., Administrator, Agricultural Marketing Service

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T. Roy Reid, D.Sc., Director
O. B. Conaway, Jr., Ph.D., Assistant Director
M. Louise Malone, M.A., Registrar
Dwight L. Myers, Treasurer
Foster E. Mohrhardt, M.A., Librarian
Ruth O. Carlock, A.B., Administrative Officer
Vera E. Jensen, Information and Library

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E. L. LeClerc.....Department of Biological Sciences
J. Kendall McClarren.....Department of Languages and Literature
B. Ralph Stauber.....Department of Mathematics and Statistics
Henry A. Donovan.....Department of Office Techniques and Operations
Henry Stevens.....Department of Physical Sciences
John H. Thurston.....Department of Public Administration
Bushrod W. Allin.....Department of Social Sciences
R. G. Hainsworth.....Department of Technology
T. Roy Reid.....Chairman

REPORT OF THE U. S. DEPARTMENT OF AGRICULTURE

GRADUATE SCHOOL

1954-55

The Graduate School now completes its 34th year of service in providing opportunities for continuing education and training of Federal employees through after hours courses.

The year has been characterized by a revision of the number of courses offered, a survey of employees and supervisors to determine courses needed and desired, continued efforts to expand services to field employees, increasing registration, and strengthening finances of the School.

Stable Organization

There have been no changes in the members of the General Administration Board during the past year. The only change in the staff was that Foster Mohrhardt became librarian when Ralph Shaw resigned to accept a position on the faculty of Rutgers University.

There was one change in a chairman of a departmental committee when Mr. Earl Loveridge resigned as chairman of the Department of Public Administration and Mr. John H. Thurston was made chairman to succeed him. Mr. Loveridge has taken a foreign assignment as an agricultural attache.

United Nations Agreement

An agreement was negotiated with the United Nations to assist the Kaplan School of Social Sciences of the University of Jerusalem to establish a graduate school of public administration. Dr. O. B. Conaway, Assistant Director, took this responsibility and assumed his duties on this assignment to Israel on April 7, 1955, for a period of six months. The duties performed by Dr. Conaway at the Graduate School have been carried on by other members of the staff during the period of his absence.

Registrations

The registrations in courses in the Graduate School for the fall and spring semesters and the summer session were 5761 estimated. This is an 18 per cent increase over the previous year. This increase in registration is attributed to more stable employment conditions in the Federal service, a more intensive effort to disseminate information on courses available and the establishment of the National Institutes of Health center.

The report on educational statistics gives details of figures on registrations for the school year.

Revision of Courses Offered

A sample survey was made during the year to get further guides on courses which Federal employees and supervisors felt were needed and desired. A careful study was made of course offerings to determine where there might be overlapping or probable duplication and to see what courses had seemed to have filled the need for which they were offered.

As a result of the survey and study the committees carefully reviewed all courses offered. Sixty-two courses offered in 1954-55 were withdrawn from the 1955-56 catalogue and twenty-one new courses were added giving a net reduction of forty-one in the courses to be offered next school year. The courses offered at the National Institutes of Health and at points away from Washington such as the quarantine courses in New York are not included in this statement.

Services to Field Employees

Cooperation has been given Temple University at Philadelphia in establishing evening courses for Federal employees of that area similar to that given to Boston University and New York University.

Discussions are underway which will likely develop into an arrangement for Louisiana State University to offer courses for Federal employees in New Orleans.

Discussions have been held with committees of the National University Extension Association and with the Executive Committee of the Council on General Extension of the Association of Land-Grant Colleges and Universities to foster the development of additional extension centers and correspondence courses that will meet some of the needs and desires of the Federal employees in field locations. Already there are indications that these discussions will lead to new extension courses specifically designed to meet the needs of Federal employees.

Three new correspondence courses have been announced in the Graduate School offerings, viz., Statistics of Biological Assay; Administration and Supervision---Basic Principles and Practices; and Safety Program Administration.

Lecture Series

Three lecture series were planned and given during the school year. Seven lectures on Farm Policy were under the direction of a committee with Dr. Fred V. Waugh as Chairman. Four lectures on Progress in Science were arranged by a committee with Dr. G. E. Hilbert as Chairman. Five lectures on Democracy in Public Administration were arranged by a committee with Mr. Ralph Roberts as Chairman.

Mimeographed copies of the lectures in the first two series were distributed. The lectures in the series on Democracy in Public Administration will be published in one volume.

Two series are in the making for the new school year. One with eleven in the series consists of presentations of the program of USDA agencies and is being arranged by a committee with Under Secretary True D. Morse as Chairman. Another will be on marketing and is being planned by a committee with Dr. Omer Herrmann as Chairman.

Luncheon Series

A series of luncheon meetings for members of the faculty, committees, staff and others were held during the year. The first one in September, Dr. F. L. Hovde, President of Purdue University and President of the Association of Land-Grant Colleges and Universities as the speaker. At others spaced through the year the speakers were: Dr. Arthur Adams, President of the American Council on Education; Dr. Cloyd Heck Marvin, President, George Washington University; Dr. Wilson H. Elkins, President, University of Maryland; Dr. John T. Caldwell, President, University of Arkansas; and Dr. Hurst Anderson, President, American University.

These luncheons were interesting, stimulating and instructive. They were well attended. It is planned to have another series in the next school year.

The Year Pays Its Way

The income from student fees increased during the year due to the enlarged registration. The average registration per class was also slightly higher. There was a saving to the budget because of the agreement with the United Nations which compensated the Graduate School for the services of the Assistant Director on the assignment to Israel. The result of the increasing income and saving is that the year's operation has been on a sound financial basis.

The General Administration Board has voted a much needed increase in faculty compensation and the salaries of the staff were increased the same as salaries of Federal employees following passage of the Congressional pay raise of 7.5 per cent. These added sums to the budget could not be carried without a small raise in fees. The General Administration Board, therefore, at its meeting in July raised the fees from \$10 to \$12 per credit course effective at the beginning of the school year in September, 1955.

Even with this increase the Graduate School course fees are very moderate when compared with other similar offerings in the metropolitan area of Washington.

Looking Ahead

A further review of courses offered by the Graduate School will be made. Aids for teaching need to be provided. A committee on visual and audio teaching aids is being constituted to strengthen this phase of the teaching work. Discussion is underway on plans for executive development

of scientists who are moving into administrative positions and it is expected that a foundation may be interested in financing such development work. If training legislation now pending is submitted to the Congress and approved it will open the way for a broadening of continuing education courses for Federal employees. A pending proposal for a study of continuing educational needs and desires of Federal employees would then be of timely importance.

Further expansion of opportunities for education and training for employees out of Washington will be continued to be sought through university courses and centers in areas where there is considerable concentration of such employees and then correspondence and TV courses for employees in widely scattered locations within a particular area.

Former Directors

Dr. Eldon Johnson, Director of the Graduate School from 1941 to 1946, became President of the University of New Hampshire on August 1 of this year.

The Graduate School has had four directors prior to the time of service of the present director.

Dr. A. F. Woods who had formerly been president of the University of Maryland and Director of Research of USDA was the first director. He is now deceased.

Dr. Eldon Johnson was the second director. He left the Graduate School to go to the University of Oregon where he served as Dean of Liberal Arts and now moves to New Hampshire as President of the University.

Dr. Lewis H. Rohrbaugh was the third director. He left the Graduate School to become country director of technical cooperation in Iraq. He later served as an associate on the American Council on Education and is now Vice President and Provost of the University of Arkansas.

Dr. P. V. Cardon was the fourth director. He previously had served as administrator of the Agricultural Research Service of USDA. He left the Graduate School to become Director-General of the Food and Agriculture Organization of the United Nations in Rome in February of 1954 at which time the present director came into the position.

Statistics on Registrations and Finances

Tables are appended showing the registrations of the year, a summary of registrations from 1940 to 1955 and a comparative statement of income and obligations for 1949-50 through 1954-55. Details on registrations by types of courses, educational background of students, places of employment, grade and age are given in the educational statistics published separately.

Details of finances of the Graduate School are given in the Financial Report of the Graduate School also published separately.

Table No. I

Comparative Statement of Income and Obligations
1949-50 through 1954-55

Item	1949-50	1950-51	1951-52	1952-53	1953-54	1954-55
<u>Income</u>						
Tuition and Related Fees	\$127,833.65	\$114,976.41	\$146,135.91	\$140,267.62	\$116,047.74	\$136,683.27
Sale of Textbooks	14,401.52	13,629.56	14,701.85	15,062.99	12,443.97	14,410.06
Sale of Publications	1,242.63	1,514.30	1,531.26	766.34	687.92	769.95
Dividends, Interest and Miscellaneous	4,631.56	4,634.74	4,907.38	5,241.45	6,601.73	7,408.37
Total Income	\$148,109.36	\$134,755.01	\$167,276.40	\$161,338.40	\$135,781.36	\$159,271.65
<u>Obligations</u>						
Personal Service						
Administrative Salaries	\$42,968.12	\$41,578.65	\$48,739.37	\$50,847.52	\$49,510.01	\$47,522.27
Faculty Honoraria	57,947.89	56,123.80	77,956.24	79,078.40	67,775.70	72,162.29
Custodial Service	2,546.79	2,899.94	3,236.40	3,362.66	3,039.82	2,966.08
Other	1,934.26	2,318.49	2,395.40	2,813.99	1,944.23	2,513.71
Retirement Fund	5,926.00	5,805.00	5,893.50	5,643.00	5,584.00	5,345.00
Old Age Survivors Insurance		725.55	1,401.10	1,529.44	1,804.00	1,866.72
Travel and Subsistence	422.11	591.47	597.90	656.42	619.76	341.35
Communication Service	1,112.72	943.24	1,200.10	1,322.63	1,213.51	1,356.72
Equipment	545.35	719.60	427.84	645.53	471.16	456.08
Supplies and Materials	3,149.15	3,587.53	4,418.76	4,168.74	3,194.56	4,507.42
Textbooks for Resale	11,579.21	11,333.94	12,100.05	12,554.66	10,268.56	12,824.41
Library	353.75	335.43	462.37	273.35	332.02	451.17
GS Publications	4,285.16	5,064.29	4,705.25	4,698.70	4,874.70	4,985.25
Other Current Expenses	312.60	338.22	359.79	903.11	558.68	576.15
Total Obligations	\$133,083.11	\$132,293.20	\$163,894.13	\$168,498.15	\$151,194.15	\$157,874.62
Net Gain or Loss	\$15,026.25	\$2,461.81	\$3,382.27	\$7,159.75	\$15,412.79	\$1,397.03

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Table No. I

Summary of Registration, 1954-55

Semester	% Increase or Decrease over 1953-54	Total Course Regis- tration	No. of Students Each Semester	No. of Individuals Served*	No. of Students Attending GS for First Time	No. of Students Who Attended in Previous Semesters of This Year	Student Course Load		
							1 Course	2 Courses	3 Courses
Fall	+ 18.3%	2,896	2,569	2,569	1,548	--	2,269	273	27
Spring	+ 26%	2,524	2,269	1,312*	977	960	2,034	215	20
Summer	- 2%	419	399	284*	228	115	382	14	3
Total	+ 19%	5,839		4,165*	2,753	--	4,685	502	50

* Spring and summer figures represent students who did not attend in the previous semesters. Total for the year, therefore, represents total number of different individuals served by the Graduate School in 1954-55.

Table No. XIII

SUMMARY OF REGISTRATIONS, 1940-55

	<u>COURSE REGISTRATIONS</u>	<u>INDIVIDUAL REGISTRATIONS</u>
1940	3,876	- - -
1941	4,837	3,440
1942	6,911	5,452
1943	8,358	6,701
1944	6,998	5,583
1945	7,863	5,877*
1946	6,233	5,459
1947	7,800	6,799
1948	6,078	5,267
1949	6,418	5,537
1950	6,639	5,831
1951	5,927	5,256
1952	6,808	4,726*
1953	6,281	4,417*
1954	4,877	3,420*
1955	5,839	4,165*

* Each individual student is counted only once although he may have attended more than one semester.

